

Training - Management of Small Projects



GPP-EN-P



Face-to-face only



5 days

Project Management Process applied to small projects implemented in operating facilities

Level

Knowledge

Public

Supervisors and engineers (process, plant projects, operations) and engineering contractor staff

Objectives

Attendees will be able to implement the following skills:

- Specify the steering elements when conducting studies
- List the planning and control elements to be implemented when running a small project

Pedagogical & technical resources

- Numerous examples from actual Refining/Petrochemical projects
- Case study

Assessment of achievements

- Trainees are assessed throughout the training through practical application phases and interactions with the trainer
- A final on-the-spot evaluation may also be carried out at the end of the course and/or at the end of each module using tests designed to verify the learners' understanding and assimilation of the knowledge linked to the training objectives

Prerequisites

No prerequisites are necessary to follow this course

Responsible

IFP Training instructors, with expertise in the field and trained in modern teaching methods adapted to the specific needs of learners from the professional world

Program

PRELIMINARY ENGINEERING

2.5 days

Specific constraints of plant projects (resources, organization, schedule, management of several simultaneous projects). Stage-gate process: various stages from conceptual design to start-up.
Roles and responsibilities of the project manager. Integrated team. Project initiation, basic engineering.
Reviews of the technical packages with owner. Cost estimating methods, accuracy, contingencies.
Project execution plan (PEP): organization, objectives, priorities, milestones, constraints. Interface management.
SHE design risk identification and assessment. Overview of the main methods (HAZID, HAZOP).
Project planning and scheduling. Long lead items. Critical path. Schedule optimization.

CONTRACTING & DETAIL ENGINEERING

1 day

Engineering contract types. Advantages and drawbacks. Management of an umbrella contract.

Detail engineering: regulatory compliance, owner corporate standards, deviations. List of deliverables.
Most common technical pitfalls. Control of detail engineering documents.

PROCUREMENT

0.5 day

Equipment procurement: purchasing, expediting, inspection, transportation. Quality control plan.

CONSTRUCTION - START-UP

1 day

Construction strategy (use of maintenance or subcontractors). Construction management plan.
Subcontractor field supervision and control. Field HSE management. Change management.
Mechanical completion, punch-list items, commissioning, acceptance. Closure. Warrantee.

To French entities : IFP Training is referenced to DataDock ; you may contact your OPCO about potential funding.
Please contact our disabled persons referent to check the accessibility of this training program : referent.handicap@ifptraining.com